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1 November 1961

MEMORANDUM FOR THE RECORD

SUBJECT: A Meeting with Acting Chief, Administrative Staff, OL,
Regarding the Inspector General's Comments about
Continuity in the Planning Staff, OL

1. The undersigned, representing the Planning Staff, OL, met with the Acting Chief, Administrative Staff, Mr. [REDACTED] and the Personnel Officer, Mr. [REDACTED] office, between 1100 and 1130 hours, this date. The purpose of the meeting was to discuss the status of actions taken, or to be taken, pursuant to the Inspector General's recommendation that more continuity of experience in the Planning Staff should be provided by the Director of Logistics.

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2. Mr. [REDACTED] explained that there is a plan designed to satisfy this recommendation, and that the feeling has been that there has been no compulsion or necessity to formalize it; other OL elements have similar problems. Mr. [REDACTED] further stated the plan had developed out of conversations with the Director of Logistics and members of his staff and other conversations had with the Personnel Officer and the Career Management Officer, Mr. [REDACTED]. Briefly, the plan consists of the following:

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a. Future assignments for full tours of duty as members of the Planning Staff, insofar as possible, will be made from among senior generalists in the career logistics field with a rating of not less than GS-13.

b. The Personnel Officer and the Career Management Officer, in their review of personnel files of individuals, are constantly keeping in mind the necessity of identifying individuals who have the skills and attitudes required in Planning Staff work, or who possess incompletely developed skills and attitudes required.

c. Rotational training requirements will be made from the Development Complement without encumbering the Table of Organization of the Planning Staff, when such Development Complement incumbents can be identified as having a potential for Planning Staff duties. Such assignments will be made for purposes of training and evaluating the selected individuals, and will be for approximate periods of time to be established at the time each such assignment is made.

JOB NO. [REDACTED] BOX NO. [REDACTED] FLD NO. [REDACTED] DOC NO. 7 NO CHANGE
IN CLASS/ DECLASS/ CLASS CHANGED TO: TS S [REDACTED] RET. JUST. 22
NEXT REV DATE 10 FEB 1962 [REDACTED] REVISED [REDACTED] [REDACTED]
NO [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
REV CLASS C REV COORD. [REDACTED] AUTH: HR 70-3

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d. The Career Service Board, OL, is renewing its effort to improve development of its careerists by identifying likely candidates for developmental assignments to the Planning Staff and other OL elements.

3. Mr. [REDACTED] further stated that this particular problem, as it pertains to the Planning Staff, has not been made a subject of formal discussion by the Logistics Career Service Board, but that discussions at Board Meetings had bordered on the matter. While the subject could be made a matter for Career Board discussion, there appears no need for such action at this time.

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Coordinated "in draft" with:

Acting Chief, Administrative Staff, OL
Personnel Officer, OL

[REDACTED]

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Planning Staff, OL

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OL/PS/P&C: [REDACTED]

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